

STRAWBERRY RECREATION DISTRICT
BOARD OF DIRECTORS MINUTES
July 7, 2009

Secretary Klopfer called the regular meeting of the Board of Directors of the Strawberry Recreation District to order at 7:07 PM. Chair Francis arrived a few minutes later.

QUORUM CALL:

Present were Directors Francis, Klopfer, Baldwin-Leonard, and Zener. District Manager Leanne Kreuzer and members of the public were also present.

OPEN TIME FOR PUBLIC EXPRESSION: (limited to 3 minutes per person): None

AGENDA ADJUSTMENTS: None

MINUTES CORRECTIONS: None

MINUTES

- **Motion:** Approve the June 10, 2009 minutes. M/S/C Zener / Baldwin-Leonard
Ayes: Baldwin-Leonard, Klopfer, and Zener. Noes: None
Absent: Francis, and Spinola-Schwartz
- **Motion:** Approve the May 13, 2009 minutes. M/S/C Klopfer / Zener
Ayes: Baldwin-Leonard, Francis, Klopfer, and Zener. Noes: None
Absent: Spinola-Schwartz
Director Baldwin-Leonard abstained from the vote.
- **Motion:** Approve the June 24, 2009 minutes. M/S/C Zener / Baldwin-Leonard
Ayes: Baldwin-Leonard, Klopfer, and Zener. Noes: None
Absent: Spinola-Schwartz
Director Baldwin-Leonard abstained from the vote.

FISCAL REPORTS – CONSENT CALENDARS:

District Manager Kreuzer commented that the Youth Contract refunds show a large number due to one child canceling out from the Sprouts program, which is a high end program.

- **Item A1.** Approval & Confirmation of Expenditures, Disbursements, Warrants, Payroll
- **Item A2.** Review, Weekly Deposit Reports
- **Item A3.** Transfer of Funds

Motion: Move to Approve Fiscal Reports – Consent Calendars. M/S/C Zener / Baldwin-Leonard
Ayes: Baldwin-Leonard, Klopfer, and Zener. Noes: None
Absent: Francis, and Spinola-Schwartz

OLD BUSINESS

Item B1. **Discussion/ Action Item:** Dana and Just Karlson/ Century Drive revised request to place a temporary/ removable floating platform of 2 by 2 interlocking squares on floating pontoons with 2 lines to a buoy 20 feet out on SRD waterfront property.

District Manager Kreuzer commented that the Candock Dock system is the closest product to the permanent “Open Water” dock. The original Karlson request was for a permanent dock, the new plan is for a removable dock anchored to a permanent buoy. Chair Francis stated that it is against precedent to have anything out in the water. Director Baldwin-Leonard commented that it is a property access issue.

Manager Kreuzer noted that the District has not explored the legal access issues. Director Zener commented that there isn’t a usable path and so access is not impeded. Chair Francis did not want to set a precedent for other requests. Director Klopfer was in favor of docks and felt the District should research the issue further.

Manager Kreuzer stated that she would do research with BCDC, Richardson Bay, and the county regarding legal issues regarding water access. The issue was tabled pending further research.

NEW BUSINESS

Item C1. **Action Item:** Approve and adopt the SRD Final 2009/10 Fiscal Budget

Baldwin-Leonard stated that the budget has gone through four cycles and has clearly been vetted. Director Klopfer commented that with the nature of the current economy the District will be revisiting the budget quarterly. Director Klopfer reviewed the Current Major Annual Repairs information listed on the back page of the budget section of the packet in regard to current operating income verse reserves. Director Klopfer commented that the plan is to use \$35,000 from the replacement reserves for pool furniture, office flooring, and repair of the maintenance shop.

- **Motion:** Move to approve the SRD Final 2009/10 Fiscal Budget.

M/S/C Baldwin-Leonard / Zener Ayes: Baldwin-Leonard, Francis, Klopfer, and Zener.

Noes: None Absent: Spinola-Schwartz

Item C2. **Discussion Item:** Strawberry Cove vegetation. Native and non- native plant management.

District Manager Kreuzer stated that BCDC does not require permits for the small weed project being researched at Strawberry Cove. The District could have volunteers remove the weeds. A local resident recommendation is to leave the weeds alone. Director Klopfer suggested replacing them with fast growing native plants with assistance from Master Gardeners. Chair Francis commented that there are also High School volunteers. Chair Francis added that the par course is the top spot for work. Director Klopfer stated that the Master Gardeners are required to do volunteer hours, and they helped at the school with the wetland project.

A member of the public stated that Strawberry Cove Park is unique because it is a wetland. San Francisco State is a resource; there are invasive wetland specialists there. There also is the California Invasive Plant Council in Berkeley as well as a quick response group.

Manager Kreuzer stated that BCDC requires a permit if pesticides are to be used. Manager Kreuzer added that this project could be a pilot program for weed control. Director Baldwin-Leonard suggested partnering up with resources in an ongoing program.

Item C3. **Discussion Item:** Tree trimming policy

A neighbor who lives on Ricardo Road stated that five years ago she requested to have the certain trees to be trimmed to restore the view of the bay and Tiburon hills from her patio/living room at her expense. The neighbor added that Happy Tree stated that the trees could be trimmed to six feet for view restoration with no harm to the trees. Previous to the current trees there were plum or cherry trees in that area, but were replaced with new trees around the time the tennis lights were installed. Marin Tree has stated that the trees can be trimmed for view restoration. District Manager Kreuzer noted that the District does not have a policy on vegetation or tree trimming, including what types of trees can be trimmed. Manager Kreuzer also stated that the trees are a light and sound barrier for the tennis courts.

Director Zener was not opposed to trimming trees for views if the trees are not harmed. Chair Francis agreed, but added that it should be on a tree by tree basis after viewing from the house and the courts. Chair Francis stated that the District would require certified arborists with insurance and the trimming should not be to the point of harming the trees. Director Zener pointed out that Monterey pines have a short life span and are prone to falling. Manager Kreuzer commented that the county has a permit process regarding trees. Manager Kreuzer stated that she will create a request form for vegetation/tree trimming. Chair Francis stipulated that if the District can concur with an arborist and evaluate on a tree by tree basis, then it would be alright. Manager Kreuzer stated that she would look into county permits and restrictions. Chair Francis commented that the vender pulls the permit and would insure the District for one or two million dollars. Director Klopfer suggested researching Mill Valley and Tiburon policy as a guide.

ADMINISTRATION: MANAGER'S REPORT

District Manager Kreuzer stated that a database is being created to track lifeguard certification. A tennis Syllabus is being designed for SRD Day Camp. The 2006/2007 and 2007/2008 audits have been filed with the county. The 2008/2009 audit is in process with a September target. Kat is recertifying the SRD Aquatics staff in CPR and Life Guard Certification. Budget process is complete and the employee handbook is still in process.

Item D2. Design Sub-Committee Report

District Manager Kreuzer stated that the pool entrance bid was for under \$25,000. The bid for the fence project was over \$25,000. Manager Kreuzer added that the work cannot be done now because of the increase use of the facility during the summer. Chair Francis suggested having another quote to compare bids, he noted that fencing is a specialty, not general contracting. Director Kreuzer commented that the bid should include a timeline. The Board preferred that the District use a local contractor. Director Zener stated that replacement lounge chairs have been chosen, and added that the clock will be replaced.

Item D3. Human Resource Sub-Committee Report

District Manager Kreuzer stated that she has been working on a teaching syllabus for the aquatics and tennis programs and reviewing use, and schedules. The technology upgrade will address the cash control recommendations from the auditor. Camp has from 20 to 48 students per week, next week there will be 45 campers. The Tennis Camp for 9 to 15 year olds has had low enrollment. The Tennis Camp runs from 10:45 am to 2:30pm. Manager Kreuzer stated that there are 422 pool passes as of 7/03/09, but the 200 seal members are not counted in the tally. Jumping Jacks is on summer hiatus and camp is using their gym space. The week of June 15th there were only 10 to 12 campers and it served as a pilot week to work out any problems. The CIT program is for 10 to 14 year olds and is sold out 4 of the 6 weeks. The Sprouts program is high end and has 5 or 6 children enrolled in each class. There are new mats for the bathrooms. The field shed and corporation yard is being cleaned up. A barbeque that was stored here for 10 years will be removed. The dugout roof and fence is on hold due to the all star games. Kick Boxing has ended. District Manager Kreuzer commented that the county has completed the vegetation cleanup by the condos. Manager Kreuzer stated that there is a squatter with a generator living by Nader Lane on county open space and the Sherriff has been contacted. Chair Francis suggested writing a letter to Supervisor McGlashan on the hill timeline, and added that the supervisor may be able to help with the survey.

Director Klopfer suggested a fall community calendar event. Director Klopfer commented that the bike rack grant is still available. Director Klopfer noted that U-shaped racks come in segments and require a 6' by 12 ½' space to hold 10 bikes. Locations to consider are by Belvedere, past the tennis court hedges, and by the old coke machine area. Manager Kreuzer suggested having the Design Committee handle it with the District Manager.

CORRESPONDENCE: None.

GOOD OF THE ORDER

Director Klopfer stated that there will be a Camino Alto Tunnel meeting, time and date to be announced.

There being no further business to come before the Board, Chair Francis motioned that the meeting be adjourned, seconded by Director Zener. The meeting was adjourned by Chair Francis at 8:27 PM.

The next regular meeting of the Strawberry Recreation District Board of Directors will be held on: Wednesday, August 12, 2009.

Secretary, Board of Directors
Strawberry Recreation District

Chair, Board of Directors
Strawberry Recreation District